

Higgins Lake Utility Authority  
Regular Meeting Minutes  
July 3, 2017

The meeting was called to order by Chairperson Hartman at 10:00 p.m.

Roll call: Present: Cook, Hartman, English Absent: Riley, Wood

Public Comments: None

Motion by Hartman, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None

Motion by English, second by Cook, **CARRIED** to approve the minutes of the June 6, 2017 regular meeting,

**WADE-TRIM REPORT:** Mike reviewed the June field reports. There were a total of 20 service calls and 9 Miss Digs. Mike reported that his pump inventory has been an issue but he now has 11 back up pumps in service at this time.

Motion by Hartman, second by Cook, **CARRIED** to approve the treasurer's reports for June 2017 Yeas All Nays: None

Motion by Hartman, second by Cook, **CARRIED** to approve the accounts payable. Yeas: All Nays: None

**OLD BUSINESS:** Motion by English, second by Cook, **CARRIED** to approve the 2017-2018 fiscal year budget. Yeas: Nays: None. Motion by English, second by Hartman, **CARRIED** to approve to continue the board officers as follows: English (Treasurer), Wood (Secretary), Riley (Co-chair), and Hartman (Chair) Yeas: English, Hartman Nays: Cook

**NEW BUSINESS:**

Meeting adjourned 10:51 a.m.

Respectfully submitted

Paul Tatro  
Business Manager

Ron Wood  
Secretary

Higgins Lake Utilities Authority  
Profit & Loss Budget vs. Actual  
July 2016 through June 2017

	Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
537.607 · Sewer Fees	169,099.66	170,100.00	-1,000.34	99.4%
537.609 · Delinquent Sewer Fees	441.00	2,000.00	-1,559.00	22.1%
537.664 · Interest-O&M	139.62	100.00	39.62	139.6%
537.671 · Misc Income-O&M	463.50	200.00	263.50	231.8%
<b>Total Income</b>	<b>170,143.78</b>	<b>172,400.00</b>	<b>-2,256.22</b>	<b>98.7%</b>
Expense				
537.710 · Per Diem	4,050.00	3,000.00	1,050.00	135.0%
537.726 · Office Supplies	227.75	200.00	27.75	113.9%
537.727 · Equipment Purchases-Large	0.00	2,000.00	-2,000.00	0.0%
537.728 · Equipment Purchases-Small	0.00	500.00	-500.00	0.0%
537.729 · Equipment Replacement Reserve	14,700.00	14,700.00	0.00	100.0%
537.735 · Operating Supplies	0.00	100.00	-100.00	0.0%
537.801 · Legal & Professional	2,000.00	2,000.00	0.00	100.0%
537.802 · Contractual Services-Operations	58,820.28	61,000.00	-2,179.72	96.4%
537.803 · Insurance	3,590.00	3,600.00	-10.00	99.7%
537.804 · Contractual-Administrative	27,000.00	27,000.00	0.00	100.0%
537.805 · Contract-Repairs	5,342.68	500.00	4,842.68	1,068.5%
537.806 · Contract-Audit Fees	2,050.00	2,050.00	0.00	100.0%
537.850 · Telephone & Internet	1,287.52	1,200.00	87.52	107.3%
537.900 · Printing & Publishing	629.29	500.00	129.29	125.9%
537.920 · Utilities	34,245.80	29,000.00	5,245.80	118.1%
537.940 · Office Rent	4,200.00	4,200.00	0.00	100.0%
537.955 · Education, Dues & Subscriptions	743.64	900.00	-156.36	82.6%
537.956 · Computer Hardware & Software	2,017.00	1,300.00	717.00	155.2%
537.957 · Permits & Fees	3,650.00	3,650.00	0.00	100.0%
537.958 · Postage	1,036.00	1,200.00	-164.00	86.3%
537.959 · Miscellaneous Expense-O&M	115.00	150.00	-35.00	76.7%
537.960 · Reserve(Debt. Ret/Bonds/ER&R)	0.00	13,650.00	-13,650.00	0.0%
<b>Total Expense</b>	<b>165,704.96</b>	<b>172,400.00</b>	<b>-6,695.04</b>	<b>96.1%</b>
<b>Net Ordinary Income</b>	<b>4,438.82</b>	<b>0.00</b>	<b>4,438.82</b>	<b>100.0%</b>
<b>Net Income</b>	<b>4,438.82</b>	<b>0.00</b>	<b>4,438.82</b>	<b>100.0%</b>